



Town of Garrett Park
PO Box 84
4600 Waverly Avenue
Garrett Park, MD 20896

Regular Meeting of Town Council
Garrett Park Town Hall
10814 Kenilworth Avenue
Garrett Park, MD 20896

Town Council Meeting: October 21, 2019

MINUTES

Call to Order – Mayor Kacky Chantry called the meeting to order at 7:45 PM once the sound system was fixed. Present were Councilmembers Jane McClintock, Phil Schulp, Dan Simons, Stephen Paczkowski, and Hans Wegner. Also present were Town Manager Andrea Fox, Town Assistant Elizabeth Henley, Bugle Reporter Sean Conlan, videographer Grant Peacock and approximately ten Town residents.

Mayor's Opening Remarks – Mayor Kacky welcomed special guest James Gaston III, Town Manager of Martin's Additions. On December 16, the District 18 delegates will hold a Town Hall meeting at Garrett Park's Town Hall starting at 7:00 pm. Mayor Kacky is coordinating with Delegate Jared Solomon's office, local community leaders and SHA to schedule a field walk along Strathmore area near Holy Cross School and Church in response to the community-supported request to install a sidewalk on the southside of Strathmore.

Approval of Agenda – The agenda was amended to add an Action item, "Approval of SRTS construction and field inspection contracts," and to remove the New Business item "Field Walk." The amended agenda was unanimously approved.

Approval of Minutes – The September 9, 2019 Regular Meeting minutes were unanimously approved.

Action

- **Arboretum Committee Appointments: Michael Spekter, Kathy Benjamin, Jim Sullivan** – Mayor Kacky distributed a chart of Arboretum committee members and their terms from 2014 to present. The Ordinance that established the Arboretum Committee [Section 717 of the Town Code], states that if a member resigns before their term ends, the Mayor may appoint a new member to fill the remainder of the term. Also, no more than two terms may end at the same time. Michael Spekter and Kathy Benjamin's terms were both ending but they wanted to complete their work on the comprehensive arboretum plan and implementation, so it was agreed that Michael would be appointed to a six-month term, and Kathy to 12 months. Jim Sullivan will serve a five-year term. These staggered terms will allow for better management of succession and institutional knowledge. Councilmember McClintock asked to have the chart placed on the website, and if possible, to do this for all committees so that residents may better understand what seats are coming open. Councilmember Paczkowski suggested that all Committee agendas and minutes could list the members and term dates. The appointments were unanimously approved.
- **Introduction of Ordinance to reflect additional 100% SHA-funded grant mod** – Mayor Kacky explained that Ordinance 2019-9 would increase the amount in Mod 2 from the initial estimate of \$132K to \$204,736, which is based on the selected bid. Council previously

approved \$40K of Town funds for a potential shortfall. Per the Town's agreement with SHA, the Town committed the full \$40K. The grant funds will be spent before the Town's \$40K is used. Councilmember Wegner made a motion to introduce the ordinance, Councilmember Paczkowski seconded the motion, and Council unanimously approved.

- **Approval of SRTS construction and inspection contracts** – Mayor Kacky led initial discussion of the contracts. Hayat Brown, LLC will be the Town's independent field inspector on the project. Patriot was approved as the lowest bidder for the construction contract. Councilmember McClintock made a motion to approve Mayor Kacky and Town Manager Fox to enter into a construction contract with Patriot and a field inspection contract with Hayat Brown. Councilmember Wegner seconded the motion, and Council unanimously approved. The contracts were signed at the meeting.

New Business

- **Status of 11112 Kenilworth and Code Enforcement** – Town Manager Fox provided an update on the status of code enforcement challenges at 11112 Kenilworth and general code enforcement challenges in Town. The Town Code does not include language that allows the Town to do much independent enforcement; the Town is reliant on the County. Town Manager Fox will ask the Town (contract) Attorney for model language other Towns have used for the "clean and lien" provision and will send to Councilmembers Schulp and Simons, who will review the model language and our Town Code. The Town Office will also continue attempts to contact the homeowner at 11112 Kenilworth.
- **2020 Census** – Councilmember Simons contacted the Town's census representative but has not heard back. The Census representative attended a Maryland Municipal League's Community Engagement Committee, of which Village of Martin's Addition's Town Manager James Gaston III is a member. The 2020 census will be all digital, there will be no paper applications. If a resident does not respond online to the postcards that will be sent starting in March, they will not be able to participate in the upcoming census.

Town Updates

- **SRTS Project** – Mayor Kacky updated Council that the Town Office will be meeting with Patriot in the coming weeks and will determine a project schedule from there.
- **Comprehensive Arboretum Plan and October 23rd meeting** – Councilmember McClintock introduced Arboretum Committee Chair Michael Speker to discuss the Comprehensive Arboretum Plan (CAP). The process to develop the CAP began many years ago. The CAP has a tree inventory, and two parts and will provide Council and residents a path for dealing with tree related issues. Part I summarizes the history, policies, and current collection and Part II is relevant to the operating procedures of the Town Office. As a product of the tree inventory, each Town right of way tree now has a metal, circular tag with a unique number. The Town hired the organization NRD to compile the CAP, and NRD will be at Town Hall on Wednesday, October 23 at 7:30 PM to demonstrate the inventory, talk about the plan, and answer questions.
- **Resident Funding Request Procedure** – Councilmember Simons distributed a draft request form and flowchart that outlines a potential process that residents would use to request funding for a special event. Other towns processes were reviewed, and feedback from previous Town Council meetings was incorporated in this draft. Additional feedback, including additions or removals of the form fields should be emailed to Councilmember Simons at councildan@garrettparkmd.gov.
- **Detached Accessory Dwelling Units (DADUs)** – Councilmember Paczkowski provided a brief presentation of the County's Zoning Text Amendment on DADUs approved in June that

goes into effect December 31, 2019. Garrett Park has options to consider. One option is for the Town to keep the local Ordinance how it is and not change anything. This would assume that the max lot coverage remains the same and for that purpose assume that DADUs would be treated the same as a garage or shed. Councilmember Paczkowski will engage the Land Use Advisory Committee on this issue. Specific issues to consider include what happens with existing ADUs; requests to build a structure on an existing footprint; stormwater regulations; parking and traffic; lot coverage; setbacks.

- **Stormwater Task Force** – Councilmember Wegner met with the Stormwater Task Force to discuss Clermont/Porcupine Woods and Kenilworth/Rokeby. Stormwater Task Force Chair Chuck Berry described that at 10930 Clermont, consensus was to install a new pipe further away from the house. Downstream, on the Porcupine Woods side of the pipe, the SRTS sidewalk project already has planned improvements there. This is less work than what was suggested by the Town (contract) engineering firm, Clark Azar. Upstream from the bike path on Rokeby, behind 11404 and 11408 Rokeby, the Task Force recommends installation of riprap at select locations to prevent further erosion of these properties and to avoid removing trees. Additional check dams or riprap were also discussed in order to slow the speed of water, create catch basins to collect the water and allow the water to infiltrate into ground water. Town maintenance staff George Miller and resident Dick Pratt discovered that downstream of the bike path, voluminous stormwater from White Flint Park is preventing the Town water from entering the County storm drain during major storms. The water backs up and reverses direction, spilling out into the swale between 11419 Rokeby Avenue (Kensington) and 11411 Rokeby Avenue (Garrett Park) towards the train tracks. This may also be contributing to water backing up on the upstream side of the bike path. The County will need to be involved in the discussions. Mayor Kacky explained that next steps would include a site visit with involved residents, and a meeting with the Town (contract) Engineer.
- **Strathmore Hill Pedestrian Warning Light** – Councilmember Wegner has been advocating for a flashing light at the crosswalk on Keswick and Strathmore Avenue to warn drivers coming up the hill on Knowles Avenue when there's a pedestrian in the crosswalk. The County conducted two surveys, including one on a summer weekend, to assess the need and remedy. The issue went to a larger review committee with SHA. SHA ruled against the flashing light. Councilmember Wegner has been in touch with Sen. Waldstreicher's Office for suggestions about how to proceed.
- **Traffic and Parking** – Councilmember Schulp stated that several new "no parking" signs and playground warning signs were installed around Wells Park. He mentioned that a couple of residents voiced concerns that this may make parking worse in other nearby areas. The Town will wait two-to-three months to see what occurs and if adjustments need to be made.

Town Manager's Report – Town Manager Fox summarized the September Financial Report and Town Manager's Report provided to Council.

Councilmember Resignation – Councilmember McClintock submitted a letter resigning from Council and expressing her gratitude for the opportunity to serve on the Council. Mayor Kacky and Council members expressed their thanks for her service.

Administrative Appointment of New Council Member – Council Members Action. Councilmember Paczkowski explained that per the Town Charter, the Council elects a replacement when a council member resigns. A call for candidates was sent out twice to Town residents. There were five candidates who expressed interest. Councilmembers Paczkowski, Simons, and Wegner voted to elect Gerilee Bennett. Councilmember Schulp voted to elect

Dona Dobosz. By a majority of Council, Gerilee Bennett was selected as the new Councilmember.

Oath of Office for New Council Member – Mayor Kacky presided and Gerilee Bennett was sworn into office.

Council and residents were reminded that the November Town Council meeting will be November 18, 2019, since November 11 is a federal holiday.

Mayor Kacky adjourned the meeting at 9:52 PM.



Signed,

A handwritten signature in black ink that reads "Andrea Fox". The script is cursive and fluid.

Andrea Fox, Clerk-Treasurer